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# N E W S L E T T E R

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Kentucky Department for Libraries and Archives

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## DIRECTOR EVALUATION IS EFFECTIVE ONLY WHEN THE JOB IS FINISHED

Filling out the evaluation form for the library director is probably the easiest part of the evaluation process. The hard work comes as the board determines what single message it will deliver to the director. The board cannot hand the director multiple evaluations. It must speak to the director with one voice.

Once the evaluation forms have been completed and the results compiled, the board should meet without the director to discuss the results. However, the board may wish to include their regional librarian in this discussion. Trustees need to be very candid and maintain confidentiality. The director will be invited to talk with you later.

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**“Keep in mind that the purpose of the evaluation is ultimately for improvement of the library.”**

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Trustees should come to consensus on the results to be delivered to the director. Do not simply take the greatest number of responses to each item on the form as the board’s response. That ignores the needs of the minority to speak to the issue. Discuss any item that has a clear divergence of opinions and attempt to bring the board to consensus.

Remember that consensus is an agreement from all board members that they can “live with” the decision. To reach consensus will require compromise and much more concern for the needs of the team than for personal needs.

Keep in mind that the purpose of the evaluation is ultimately for improvement of the library. If a criticism or commendation will result in better performance of the director of the library, give it. If not, leave it alone.

Do not let one evaluator influence the evaluation results too dramatically. If one trustee has been consistently high or low in the evaluation, that issue needs to be discussed openly, and, if possible, resolved.

When the board has agreed to the results that will be delivered, invite the director to discuss the results with you. To begin this session, the board president or a designated member gives a copy of the *board’s* evaluation results to the director. This is not the tally of the individual responses, but the board’s consensus on each item in the evaluation. Walk through the results and offer any explanation of the ratings.

Invite the director to ask questions or comment on the evaluation results. If the board’s intention is not clear, the director cannot benefit from the evaluation. This is an opportunity for board and director to get the issues on the table and have a good open discussion.

The director should respond to the board at a later date on the evaluation results—to clarify issues, deliver a plan for improvement, or seek the board’s help in making changes.

-- adapted from *Nonprofit Board Leader*

## LIBRARIES WORTH VISITING

We were surprised and delighted to see the Crescent Hill Branch of the Louisville Free Public Library receive positive national attention last week.

*USA Today* featured the reading room at the branch at the top of a list of 10 public library reading rooms around the country.

The newspaper's description of the Crescent Hill branch concluded with these comments by Ginnie Cooper, director of libraries in Portland, Ore., and a past president of the Public Library Association: "It's very close to perfect...a place that I might go for five minutes and wish that I could stay for an hour and a half."

Many Louisvillians may remember that, following the defeat of a library tax referendum in 1991, the then head of the library system suggested closing down several branches, including the one in Crescent Hill. Folks in the neighborhood emphatically rejected that idea, and the Friends of the Crescent Hill Library helped raise money to renovate the 1908 building.

The late Dwight Cobb, senior designer at Bittners, donated his time and talent to the project, and local artists painted murals in the children's room.

The result was a library that any neighborhood in the country would be lucky to have.

We hope the recognition by *USA Today* brings visitors from other communities. But mostly we hope the success of the branch will inspire folks in Louisville and all across Jefferson County to press Mayor Dave Armstrong and County Judge Rebecca Jackson to sustain and enhance our library system.

-- Editorial from *The Courier-Journal*  
reprinted in its entirety

"The selector has faith in the intelligence of the reader; the censor has faith only in his own."

## NEW AREA CODE IN KY SOON

Get ready—western Kentucky is going to have a new area code. The current area code will change from 502 to **270** on April 1<sup>st</sup> and that's no April Fool joke. For a six-month period there will be "permissive" dialing, which means either area code will work. But, beginning November 1<sup>st</sup>, use of the 270 area code will be mandatory.

This change is necessary because nearly all the telephone number combinations have been exhausted due to many households and businesses having multiple phone lines for fax machines and Internet access.

What will this mean? You will need to update computer dial-in numbers, speed dial and memory telephone numbers, rolodex (paper or electronic versions) listings, and order new stationery and business cards. Besides these issues, we will all have to train ourselves to use the new area code.

Once again, the only constant is change!



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*Serving Kentucky's Need to Know*



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## KDLA WEB UPDATE

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The Internet address of the Kentucky Department for Libraries and Archives (KDLA) web page has been shortened to <<http://www.kdla.net>>. The former URL will also remain active.



Please visit our redesigned web site. Content is constantly being modified. New features are highlighted each month on our home page. February, for example, featured African-American history sources; March links were presented for Women's History Month. April will showcase materials for National Library Week.

Participate in an online discussion of issues pertinent to Kentucky library professionals in the Library Discussion Group at <<http://www.kdla.net/kylibs.htm>>.

Feedback on the KDLA web presence is encouraged as we attempt to produce a more relevant and responsive Internet site. The "user survey" and the "contact web administrator" selections on the home page may be used for suggestions, problems, criticism, or to revise information contained in these pages.

-- Jay Bank, KDLA

## GARDEN CONTEST

The Friends of Libraries USA (FOLUSA) is sponsoring a new kind of competition. The "Grow Together Garden Contest" encourages libraries to work with community members to enhance the exterior or interior of their buildings. This can be accomplished with flowers, vegetables, herbs, or trees, or a specialty garden such as a water habitat, children's garden, or a feng shui garden. The contest is co-sponsored by Storey Books and prizes include a set of 65 Storey gardening books (one of each title) plus cash for each category. Look for the ap-

plication form on Storey's web site, <<http://www.storey.com>>.

## BARGAIN BASEMENT

Paducah Public Library has an oak frame 4-tower display center for sale. Each tower rotates individually. The displayer can be used for videos, hardcover books, or paperbacks. If interested, call Kim York at 502.442.2510, ext 12.

## ALA OFFERS FREE TOOLKIT

The American Library Association (ALA) has announced that it is offering a free toolkit, including a *Safe Surfing* video and tips for organizing an Internet "teach-in." Also included are a sample curriculum, safety tips, resource lists, and other tips for organizing a program on how to ensure that children have a positive experience online. The 6-minute video, produced by America Online, features Olympic gold medalist Keri Strug, Eddie Jones of the LA Lakers, Tarn Smith of *Home Improvement*, Jenna Lee Green of *Sabrina the Teenage Witch*, and Irene Ng of *The Mystery Files of Shelby Woo*.

The toolkit is part of the America Links Up public education campaign and is available on the campaign's web site at <<http://www.americalinksup.org>>. Tips for libraries are provided on the ALA web site at <<http://www.ala.org/teach-in>>. To receive an America Links Up toolkit, send a check for \$10 to cover shipping and handling (UPS) to the American Library Association, Public Information Office, 50 East Huron Street, Chicago, IL 60600.

## WEBOPAEDIA

This web site is for people who may have heard what a router is about 12 times, but still might come up blank momentarily. PCWebopaedia provides clear, understandable technological definitions. Find it at <<http://www.pcwebopaedia.com>>.

## KTBL INVITES PATRONS

With all the interest generated by the Gates Library Initiative and Empower Kentucky, public libraries may find Kentucky Talking Book Library (KTBL) patrons coming to their library to look up braille or talking books. The Library of Congress maintains a database for that very purpose. It can be accessed at <http://www.loc.gov/nls/web-blnd/bph.html>.

Upon arrival at the site, three options are available:

- NLS Union Catalogue
- In-Process Publications
- Combined NLS Union Catalogue and In-Process Publications

The first choice is a listing of all books recorded on disc, cassette, or embossed in braille. The second choice is a listing of books that have been chosen for inclusion in the collection, but are not yet available for circulation. The third choice is a combination of the first two. Searching for books is rather easy and straightforward, but if problems occur, please call the Kentucky Talking Book Library at 1.800.372.2968 for assistance.

Richard Feindel, KDLA

*[Editor's Note: The toll-free number listed above is for KTBL use only. It does not access other personnel at KDLA.]*

## GATES LIBRARY INITIATIVE

One question that has been asked is whether the Gates Foundation will return to the states after the initial installations and training. Executive director Richard Akeroyd said the real test will come after the states have been in the program for 3 years. One objective of the GLI is to support libraries for a period of time until they build the local capability to sustain the investment. At the end of the third year, if local capability has not been built, there are no provisions for the foundation to take a long-term role, but that is under evaluation.

## WINTER ADULT READING

In January, the Louisville Free Public Library successfully concluded its first adult reading program. Over 7,200 persons participated in the program at the system's two bookmobiles, 16 branches, and Main Library.

Beginning last November, adult patrons had three months to read ten books, or listen to ten audio books, or a combination of the two, and return the entry forms to the library for a chance to win prizes.

Every branch and the Main Library drew winners (bookmobile entries were drawn with the Main Library's), from the entry forms returned to their respective locations, for the following prizes:

Passes for two to a local ice rink

Gift certificate to a local bookstore

Movie passes

Library sweatshirt

Dictionary

Gift certificate to a local sporting goods store

Additionally, from all entries system-wide, three larger prizes were drawn:

Grand Prize: a \$599 travel gift certificate with \$500 spending money

First Prize: a weekend for two at the Camberly-Brown Hotel in downtown Louisville

Second Prize: family membership to the Louisville Zoo and the Louisville Science Center.

The reading program was a great success, striking a chord with many patrons and eliciting many positive comments about the library. Those wishing to "borrow" the idea and requiring additional information may contact Dorothy Seymore at 502.574.1718 or Charles Harris at 502.574.1797.

-- Dorothy Seymore & Charles Harris



## STATISTICAL PROFILE

The latest edition of *Public Libraries in the U.S.* includes summary statistics for fiscal year 1995 with state rankings for various data elements. Unfortunately, Kentucky yet again appears far, far down upon the lists. Perhaps these statistics may help library advocates in their arguments for increased support—both locally and at the state level. Here's how Kentucky ranks:

38th in library visits per capita @ 2.82

(national average = 3.92)

35th in circulation per capita @ 5.35

(national average = 6.43)

43rd in total income per capita @ \$13.56

(national average = \$22.35)

41<sup>st</sup> in local tax income per capita @ \$10.07

(national average = \$17.49)

45<sup>th</sup> in total expenditures per capita @ \$12.22

(national average = \$20.88)

44<sup>th</sup> in total collection expenditure per capita @ \$1.90

(national average = \$3.15)

Switching focus from comparative library statistics, here's how funding for Kentucky's public libraries compare with funding for education in the state in 1997-98:

Per capita expenditure:

Public schools P-12 = \$818.81

Post secondary education = \$187.88

Public libraries = \$ 1.24

Per student/registered borrower expenditure:

Public schools P-12 = \$4,841.81

Post secondary education = \$6,792.80

Public libraries = \$2.69

Percentage of General Fund expenditure:

Public schools P-12 = 58%

Post secondary education = 33%

Public libraries = 8%

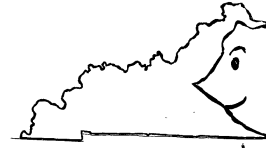
Total student population/registered borrowers:

Public schools P-12 = 661,000

Post secondary education = 105,843

Public libraries = 1,804,478

## 'CROSS THE COMMONWEALTH



All across the Commonwealth public libraries and librarians are doing remarkable things that deserve the recognition of their colleagues. This column attempts to highlight some of these. Requests for additional items are continually solicited.

In an effort to serve its constituents better, **KDLA** has embarked upon a series of focus groups. Two groups of library directors, one of support staff, and two of trustees have met and discussed the future of public libraries and how KDLA can support their continued development. A special *thank you* to all who participated.

Trustees were:

**Wayne Adams** (Knox), **Frances Bastien** (Barren), **Nancy Beavin** (Meade), **Dennis Courtney** (Calloway), **Charles Davis** (Caldwell), **Frances Fox** (Todd), **Nancy Glisson** (Nelson), **James Gugeler** (Jessamin), **Jane Harris** (Madison), **Patricia Luttrell** (Casey), **Jo Murley** (Cumberland), **Mary Owens** (Greenup), **Allen Pensol** (Rockcastle), **Sara Shepherd** (Christian), **Helen Shryock** (Anderson), **Norman Snider** (Franklin), **John Wills** (Bath), and **Lucy Wood** (Greenup)

Directors were:

**Louella Allen** (Pike), **Jan Banks** (Casey), **Peggy Brown** (Webster), **LaDonna Collins** (Knott), **Thelma Creech** (Harlan), **Rita Douthitt** (Franklin), **Ben Graves** (Calloway), **Dorothy Griffith** (Greenup), **Brenda Hawkins** (Gallatin), **Sue Hays** (Madison), **Kelle Hoskins** (Marion), **Jim Hyatt** (Barren), **Robin Ison** (Mercer), **Lisa Jones** (Washington), **Linda Kompanik** (Logan), **Debbie Mesplay** (Davies), **Kay Morrow** (McCreary), **Jim Powers** (Boyd), **Tym Ricketts** (Henry), **Geraldine Robbins** (Rockcastle), **Don Schabel** (Fayette), **Susan Stephens** (Montgomery), **Libby Thurman** (Oldham), **Kristi Tucker** (Marshall), and **Brenda Vance** (Bath).

Support Staff were:

**Heather Blankenship** (Shelby), **Kathy Crawford** (LaRue), **Rachel Davis** (Graves), **Carol Gough** (Union), **Raven Hamilton** (Woodford), **Deborah Jonas** (Boyd), **Karen Kasacavage** (Scott), **Lynda Rawlings** (Mercer), **Mary Rushing** (Fleming), **Jerry Stewart** (Knox), and **Jim Tucker** (Casey).

## KIDS AND THE INTERNET

Emanating from a November 1998 hearing on “Kids and the Internet: The Promise and the Perils,” the U S National Commission on Libraries and Information Science (NCLIS) has issued a brochure of the same title. It is subtitled “Practical Guidelines for Librarians and Library Trustees.”

The brochure, available at the recent American Library Association (ALA) Midwinter Meeting in Philadelphia, received both praise and condemnation. Some critics said part of the language is vague and does not make a strong statement. On the positive side, the brochure was viewed as a concise, opening salvo to be used as the basis for discussion of local issues.

One panel, headed “The Promise,” begins, “NCLIS recognizes and encourages the unprecedented benefits of the Internet and the vital role libraries play in providing Internet access.” It states that libraries provide equal access to information, the Internet enlarges the knowledge of the world, the Internet extends the resources of individual libraries, etc. It also says, “Local communities are best suited to determine policy regarding access to the Internet by the citizens of the community in public institutions.”

Under “The Perils” are such points as the loss of individual privacy, false and misleading information being perceived as authoritative, and access to objectionable material. This section is introduced by the statement, “NCLIS acknowledges that the Internet presents challenging problems to libraries, especially when children are using the Internet at public and school libraries.”

The brochure concludes with a section on policy issues, stressing that it is the responsibility of local library governing boards to develop Internet use policy. NCLIS can be reached at 202.606.9200, fax 202.606.9203, or e-mail [info@nclis.gov](mailto:info@nclis.gov). A PDF version of the brochure can be procured from their web site <[http://www.nclis.gov/info/kid\\_inter.pdf](http://www.nclis.gov/info/kid_inter.pdf)>.

## CONDENSED SOUP...NOT!

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Friends of the Roswell (NM) Public Library volunteer their time to deliver Reader’s Digest Condensed Books to local motels. Inside each book is this label:

The Friends of the Roswell Public library have furnished this book for your reading pleasure. If you find you can’t put it down and want to take it with you, please do so and enjoy! We will replace it.

This is a good idea for disposing of the Reader’s Digest Condensed Books frequently donated to libraries. These condensed books are not really appropriate for public libraries and should not be added to collections. Another alternative is to sell them in Friends’ book sales.

## THE REAL CENSORSHIP

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In the opinion of library consultant Jack Short, the real censorship in America is:

- The millions of books that don’t make it to the library shelf in the first place because elected officials have failed to fund their libraries adequately.
- The 90 million Americans who cannot read and/or cannot comprehend what they read.
- The millions of Americans who can read, and who do not.
- The millions of parents who fail to read to their children and thus fail to encourage an appreciation of reading.

## REMEMBER WHEN...

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A computer was something on TV  
from a science fiction show of note,  
A window was something you hated to clean,  
And ram was the cousin of a goat.

Meg was the name of my girlfriend  
And gig was a job for the nights.  
Now they all mean different things  
And that really mega bytes.

An application was for employment;  
A program was a TV show.  
A cursor was profanity;  
A keyboard was a piano.

Memory was something that you lost with age;  
A cd was a bank account.  
And if you had a 3.5" floppy  
You hoped nobody found out.

Compress was something you did to the garbage,  
Not something you did to a file.  
And if you unzipped anything in public  
You'd be in jail for a while.

Log on was adding wood to the fire;  
Hard drive was a long trip on the road.  
A mouse pad was where a mouse lived,  
And a backup happened to your commode.

Cut you did with a pocket knife;  
Paste you did with glue.  
A web was a spider's home,  
And a virus was the flu.

I guess I'll stick to my pad and paper  
And the memory in my head.  
I hear nobody's been killed in a computer crash,  
**But when it happens, they will wish  
they were dead.**

-- found on the Internet

96 Kentucky public libraries and branches have filed for the  
1999-2000 E-rate discount—currently the highest percentage  
in the nation!

## BOOKS OR BRONSON?

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When Louisvillian Audrey Knauer visited  
the public library, neither her wealth nor  
her affection for the library was apparent. When she  
died in December 1997, even her immediate family  
assumed her estate was worth very little. Instead,  
\$300,000 was distributed as her will stipulated.  
Actor Charles Bronson got first right of refusal.  
“What he doesn't want, he can pass thru [sic] to the  
Louisville Free Library,” Knauer directed. Her  
April 1996 will was a handwritten note in the mar-  
gins of a sheet of emergency phone numbers, posted  
on her refrigerator. Such a document is legal in  
Kentucky.

“We first learned of the library's ‘runner-  
up’ position in the will a year after Ms Knauer's  
death, when we were served notice that her sister  
was suing us, the estate, and Mr Bronson, in hopes  
of having the will declared invalid,” explained Li-  
brary Director Craig Buthod. He continued, “At  
that point, our attorneys wrote to Mr Bronson ad-  
vising that if he wanted to pass along the estate to  
the library, the city would bear the expense of con-  
testing the sister's lawsuit. We haven't heard back  
from Mr Bronson. He has, however, accepted estate  
contributions totaling \$160,000 so far.”

The story has attracted the attention of na-  
tional news media, including *Variety*, CBS and ABC  
TV, *The New York Post*, and the tabloids, *The  
Globe* and *The Star*. The reporter from *The Star*  
offered Buthod cash to tell all he knows about Bron-  
son and Knauer. *The Globe* ran a picture of the 77-  
year-old actor and his 36-year-old bride next to their  
mansion in Malibu. The paper estimates Bronson's  
person fortune at \$50 million. Knauer's divorced  
sister says she makes \$200 per week as an exercise  
instructor. A spokesperson for Bronson explained  
the star's acceptance of the money, saying, “He's  
comfortable, but everybody could use some money.”

The library's foundation is launching a  
planned giving campaign. “We couldn't have  
gotten this kind of exposure if we had paid for  
it,” Buthod said.

--Library Hotline, March 1, 1999

## LIBRARY TRIVIA CORNER

### THE WORLD'S 12 SHORTEST BOOKS

12. *Different Ways To Spell Bob*
11. *The Amish Phone Directory*
10. *The Engineer's Guide To Fashion*
9. *My Plan To Find The Real Killers*  
by O J Simpson
8. *Dr Kevorkian's Collection Of Motivational Speeches*
7. *Things I Would Not Do For Money*  
by Dennis Rodman
6. *The Wild Years*  
by Al Gore
5. *Mike Tyson's Guide to Dating Etiquette*
4. *Easy Unix*
3. *George Forman's Big Book of Baby Names*
2. *Spotted Owl Recipes*  
by the EPA
1. *The Difference Between Reality And Dilbert*

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